

CO-OPERATIVE FEDERATION OF VICTORIA LTD

MINUTES OF BOARD MEETING

held at Victorian Producers' Co-operative Co., Brooklyn on

FRIDAY 14 JANUARY 1994

1/94 PRESENT:

Board of Directors

J. Gill (Chairman)
S. Chenery
D. McMullan
K. O'Neill
S. O'Rourke
I. Riestrom
D. Ryan

A. Gill (Secretary)

2/94 APOLOGIES:

J. Saunders

Resolved

"The apologies are accepted."

3/94 ACCOUNTS PAYABLE:

The secretary tabled the following accounts for payment.

<u>Payee</u>	<u>Purpose</u>	<u>Amount \$</u>
A/Asia Insurances	Fidelity insurance to Jan'95	140.00
Anthony Gill	Consultant's fees, December	1520.00
Centrevic Motor Inn	Aust Cent in Co-op Management	314.00
Daylesford Video	Photocopy/fax December'93	74.85
		<u>TOTAL \$1,948.85</u>

Resolved

"That the accounts as presented be approved for payment."

4/94 STATE GOVERNMENT REPORT:

Meeting with Attorney-General

The chairman gave a report on the outcome of the recent meeting with the Victorian Attorney-General on the future of co-operatives legislation.

Resolved

"That the secretary obtain copies of the NSW Co-operatives Act for distribution to directors and to prepare a paper outlining broad issues associated with the NSW Act."

5/94 MISSION OF THE FEDERATION:

The board considered a draft mission statement presented by the chairman.

Resolved

"That the mission statement of the Federation be as follows:

develop
To ~~provide~~ and promote the Co-operative Movement as a means of satisfying the economic and social needs of people."

6/94 OBJECTIVES OF THE FEDERATION:

The board considered draft objectives presented by the chairman.

Resolved

"That the objectives of the Federation be as follows:

1. Help improve the performance of member co-operatives in the provision of services to their members.
2. Make representations to government for legislation and policies to facilitate the development of co-operatives.
3. Promote co-operatives to the public.
4. Facilitate and promote the formation of co-operatives.
5. Educate co-operative members and the community at large in co-operative principles and practices.
6. Facilitate co-operation between co-operatives."

7/94 STRATEGIES TO ACHIEVE OBJECTIVES:

The board considered draft strategies presented by the chairman.

Resolved:

"That the following strategies be adopted:

Member co-operatives - improved performance

- * Advice from the secretary and co-operative network;
- * Seminars & meetings for the exchange of experience and information.

Legislation and government policies

- * Develop and maintain relations with politicians and bureaucracy;
- * Prepare submissions and make representations to government as the need arises.

Promotion

- * Develop and maintain relations with the media;
- * Provide press releases, features and articles to the media;
- * Letters to the editors of newspapers and other publications;
- * Have brochures and other material to distribute on enquiry;
- * Provide speakers on co-operative matters.

Education

- * Work closely with the Asia Pacific Co-operative Training Centre and other relevant organisations to develop training courses for co-operative members, officers and directors;
- * Facilitate co-operative education in schools and other education and training institutions;
- * Provide forums on co-operatives for professionals, educators and others.

Co-operation between co-operatives

- * Bring co-operatives together at meetings, seminars, etc. to build relationships;
- * Educate co-operatives in the benefit of co-operation between co-operatives."

8/94 NEWSLETTER:

The board discussed the urgent need to produce a newsletter for dissemination to members and others.

The board determined that:

1. The newsletter be titled "Victorian Co-operative News".
2. Initially be of 4 x A4 pages.
3. Include a disclaimer.
4. The first edition be distributed before March 1994.
5. Articles for the first edition include:
 - * proposed mission, objectives and strategies of the Federation, and inviting feedback on same from members by end of March 1994;
 - * legislation - meeting with Attorney-General;
 - * obituary of Bill Rawlinson;
 - * list of members of the Federation;
 - * names of current directors;
 - * news from the Registrar;
 - * invite letters to the editor and other contributions.
6. Circulate to all members and selected people.

Resolved

"That the secretary prepare costings and a record of his time for the preparation of the first edition of the newsletter."

"That the secretary prepare the first newsletter of the Federation within his current fee, with arrangements for future editions being subject to further discussions at a future board meeting."

9/94 DEATH OF W.W. (BILL) RAWLINSON:

The board mourned the recent death of Bill Rawlinson, and recognised his contribution to the co-operative movement generally and the Federation in particular.

10/94 GOVERNMENT GRANT:

The board discussed a range of activities that could be funded by grant funds and determined that the following be included in a submission:

- * newsletter;
- * brochures - information on the Federation,
 - what is a co-operative & outline of sectors,
 - how to form a co-operative;
- * seminars;
- * subscriptions for publications;
- * equipment needed to facilitate communication, e.g. answering machine, fax machine.

Resolved

"That the secretary present a draft submission to the next board meeting."

11/94 NEXT MEETING:

In addition to those items listed in the board minutes of 2 December, the board agreed that the following matters be included in the agenda for the next ordinary board meeting:

- * grant submission to State government;
- * co-operatives legislation.

Resolved

"That the next ordinary board meeting be held on Wednesday 16th February, 1994 at VPC Wool Store, Brooklyn commencing at 10.30 am."

12/94 CLOSE:

The meeting closed at 2.00 p.m.

Signed:

(Chairman)

Date:

16/2/94